



Helper Orientation Checklist

Family Day Care Rule: 290-2-3-.07 (5)

At least one adult shall supervise children at all times. Such adult, if not the provider, shall receive orientation regarding these rules; the provider's policies regarding discipline, injuries and illnesses, and release of children; the provider's written plan for handling emergencies; and appropriate information about any child's specific health needs. Plans shall be made to obtain additional adult help in cases of emergencies.

- ☐ Helper received orientation to the Georgia Family Day Care Rules and Regulations.
- ☐ Helper received orientation to My Family Day Care Policies.
- ☐ Helper received training about My Written Emergency Plans.
- ☐ Helper received training regarding any child's specific health needs, including allergies.

Helper's Signature

Date

Provider's Signature

Date

Date(s) of Orientation/Training

Place this form in the helper's file with other information including the helper's Criminal Record Check, any training received, etc. Please note: Under Georgia Family Day Care Rules and Regulations, annual training is not required for helpers. The provider may decide to require annual training for their helper/assistant under their policies and procedures for their family day care home.